



Minutes

Coppell Recreation Development Corporation

Wednesday, November 2, 2016

6:30 PM

255 Parkway Blvd.

Mark Tepper
President

Marvin Franklin

Biju Mathew
Vice President

Karen Hunt

Mahbuba Khan
Secretary

Larry Jones

The Coppell Recreation Development Corporation of the City of Coppell, Texas, met at 6:30 PM in the HR Training Room at 255 E. Parkway Boulevard on November 2, 2016.

Regular Session (Open to the Public)

Call To Order

President Tepper called the meeting to order at 6:30 PM.

Present were: Board Member Franklin, Board Member Hunt, Board Member Jones, Vice President Mathew, and President Tepper. Also present were Mike Land, Deputy City Manager, and Amy Swaim, Administrative Assistant to the City Manager.

1 Citizens' Forum

There was no one present to speak during the Citizens' Forum.

2 Approval of the August 3, 2016, Minutes

Motion by Board Member Hunt, second by Board Member Franklin, to approve the August 3, 2016, Minutes as presented. The motion passed unanimously.

3 Consider and take action authorizing the Director of Finance to close CRDC Fund #1 account and transfer any remaining funds into CRDC Fund #2 account.

Mike Land summarized the request and informed the board the City Attorney recommended consolidating the fund.

Motion by Board Member Jones, second by Vice President Mathew, to approve the request as presented. The motion passed unanimously.

- 4 **Consider approval of Change Order #1 with Byrne Construction Services, for carpet installation at the Cozby Library and Community Commons in the amount of \$87,965, utilizing budgeted contingency funds and authorizing the CRDC Board President to sign any necessary documents.**

Mr. Land summarized the request. He explained that the existing concrete floor was showing high humidity, causing the new carpet to not adhere properly. In order to keep the project moving forward and on-time, the contractor suggested applying a moisture barrier product. City Council approved the change order on October 25. Mr. Land noted the payment will come out of contingency funds.

Motion by Board Member Jones, second by Board Member Hunt, to approve the request as presented. The motion passed unanimously.

- 5 **Financial Report**

Mr. Land summarized the Financial Reports.

- 6 **Project Updates**

Mr. Land announced the Library Grand Opening would occur on November 19, LSP Grand Opening on January 14, 2017, and Andy Brown East Grand Re-Opening on July 1, 2017.

- 7 **Board President and Committee Report**

Mr. Land noted Life Safety Park was on budget and on schedule. He also provided information regarding the creation of an Arts Center in Old Town. The proposed 22,500 sq ft Arts Center will be located at Main and Travis.

Adjournment

Motion by Board Member Franklin, second by Vice President Mathew, to adjourn the meeting at 7:00 PM. The motion passed unanimously.

Mark Tepper, President

Amy Swaim, Administrative Assistant to the City Manager